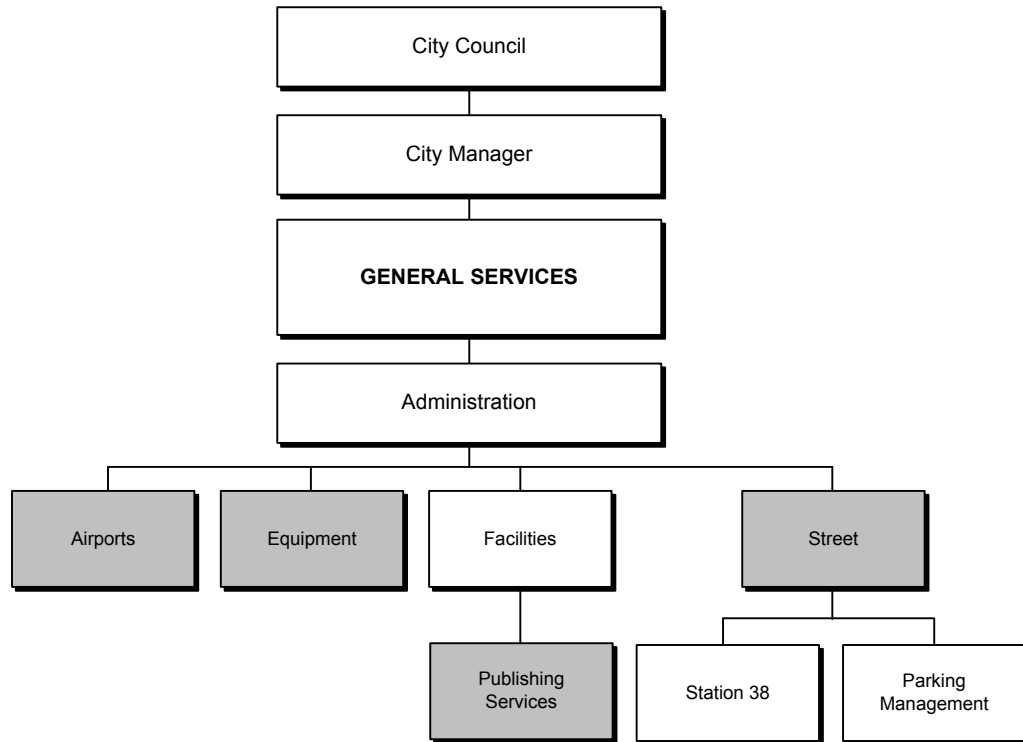


# GENERAL SERVICES







## Mission Statement

To protect and preserve the health, safety and general well-being of the citizens of San Diego through the effective and efficient maintenance and operation of the City's transportation infrastructure and enforcement of parking statutes, delivery of programs and services to maintain City buildings and facilities, procure and maintain the non-public safety vehicle fleet, provide printing capabilities to meet the needs of all departments, and manage the City's municipal airports. To this end, every member of the General Services Department strives for responsiveness, dedication, effectiveness and excellence in public service.

## Department Description

The General Services Department is primarily comprised of five divisions with approximately 750 budgeted positions and a \$120 million annual budget. Four of the divisions support other City departments and the public by maintaining the City's building infrastructure, vehicles, equipment, and providing publishing services. The Department also maintains and operates the City's transportation infrastructure and enforces parking statutes. The Department's fifth division, Airports, manages the Montgomery Field and Brown Field General Aviation Airports. The Airports Division provides safety, security, and emergency response for aviation activities; coordinates special events; and maintains buildings, grounds, and other airport related facilities.

The General Services Department includes the following five divisions:

- Administration
- Airports
- Equipment
- Facilities/Publishing Services
- Street/Parking Management/Station 38

## Division/Major Program Description

### Administration

The Administration Division provides direction, policy, planning, and overall administration to all of the divisions within the General Services Department, and serves as the Department's liaison with local, State and federal agencies.

# General Services

## Division/Major Program Description

### Airports

The Airports Division manages two General Aviation Airports: Montgomery Field and Brown Field. This Division provides safety, security and emergency response for aviation activities; coordinates special events and maintains buildings, grounds and other airport facilities. Airport Operations patrols aircraft operating areas, collects airport user fees and administers airport improvement programs. The Noise Abatement Program attempts to minimize aircraft noise impacts on surrounding communities by monitoring aircraft noise levels, enforcing airport noise regulations, educating local transient pilots and resolving citizen noise complaints. Budget and Administration is responsible for preparation of the Division's budget, overseeing revenues and expenditures and providing administrative support for all of the airport operations at Montgomery Field and Brown Field airports.

### Equipment

The Equipment Division provides acquisition, fitting, and disposal services for the City's non-public safety motive fleet to ensure City requirements are met; support services to other City departments, including equipment rental, fleet fueling, training, and hauling services; and maintenance and repair of the motive fleet, including the provision of parts, vehicle body repair, painting, machining, and special shop services, such as metal fabrication.

### Facilities

The Facilities Division provides day-to-day maintenance and repair of approximately 1,600 City facilities, including preventive maintenance, emergency repair calls, and deferred maintenance repairs as funding allows. Deferred maintenance work includes re-roofing facilities, replacing air conditioning systems and boilers, making structural improvements, and other repairs such as replacing carpet, tile, and paint.

### Publishing Services

Publishing Services provides full service reproduction capability, including graphic design, a full-service offset press, two quick copy centers, quality finishing services, delivery, direct mail services, and a downtown Satellite Office in the City Administration Building. Also, the Publishing Services Division operates the Citywide Photocopy Program, which provides more than 400 walk-up copiers for City departments.

### Street

The Street Division maintains and repairs all streets, alleys, sidewalks, bridges, guardrails, and fences in the City; administers annual resurfacing and slurry seal contracts; cleans and repairs storm drain inlets, pipes, and channels; sweeps commercial and residential streets; maintains and repairs all City street lights and traffic signals; performs traffic lane striping; paints and removes

## Division/Major Program Description

### Street (continued)

traffic markings and legends; maintains and manufactures traffic signs; and maintains the City's street trees. The Parking Management Program issues parking citations and impounds vehicles in response to violations of California and local vehicle codes, including disabled parking statutes. The Program also processes payments for parking citations, performs administrative reviews, administers judicial hearings for contested citations, and maintains and repairs parking meters.

## Service Efforts and Accomplishments

The Equipment Division has successfully addressed three major cost-effectiveness issues relating to the non-public safety fleet over the past several years. The high percentage of over-aged vehicles and operationally unsound General Fund vehicles was resolved by using the lease/purchase program to implement a 10 year replacement plan. In conjunction with the Zero-Based Management Review (ZBMR) and departments, the issue of underutilized motive equipment was addressed by reducing the fleet by 146 vehicles, with an annual savings of \$1 million, and by enhancing the centralized rental pool for part-time needs. The implementation of a ZBMR recommendation to develop an assessment process, which also uses condition-related criteria in determining whether vehicles warrant replacement, replaced the previous replacement criteria, which was based on age alone. Over the past two years, 40 percent of vehicles were assessed as not warranting replacement.

The Facilities Division has worked closely with City staff to remodel City facilities in response to Americans with Disabilities Act (ADA) regulations. Facilities has completed several ADA restroom remodeling projects at the Aerospace Museum and the City Administration Building. Other significant projects completed by the Facilities Division include the replacement of 37 year old heating coils in the City Administration Building and, in conjunction with the San Diego Fire-Rescue Department, re-roofing of five fire stations utilizing funding through the Capital Improvements Program.

The Publishing Services Division added volume reproduction of CD-ROMs to the services it offers. This cost-competitive product includes quality four-color art printed on the CD and a choice of packaging.

The Street Division is in the second year of a five-year Council-mandated street light conversion program, converting low pressure sodium street lights to high pressure sodium. Of the approximately 24,000 lights in the program, 11,000 have been converted.

The process to obtain a master permit that will allow for a onetime comprehensive environmental review and mitigation for Street Division's ongoing maintenance of all City drainage channels is continuing. The master permit will consist of permits from the Regional Water Quality Control Board, Army Corps of Engineers, California Fish and Game, California Fish and Wildlife, and the City's Development Services Department.

The Street Division strives to provide exceptional customer service. Daily maintenance activities include: pothole, asphalt, concrete, and sidewalk repair; street sweeping; street light and traffic signal maintenance; drainage structure, pipe, and channel cleaning and repair; traffic sign, striping, and legend maintenance; and street tree maintenance.

The Parking Management Program continues to enhance the Community Parking Operations Team, which provides proactive parking solutions for the San Diego community. Team members increase responsiveness to parking issues by participating in community forums, providing community education and information, and developing parking solutions.

The Parking Management Program increased its focus on disabled parking abuse, confiscating approximately 100

# General Services

## Service Efforts and Accomplishments

illegal placards. Over a year's time, this will make over 2,000 disabled parking spaces available and generate \$20,000 in parking meter revenue.

## Future Outlook

The California Environmental Protection Agency's Air Resources Board has determined that diesel particulate matter is a toxic air contaminant. New and future rules for the reduction of contaminants by diesel vehicles include engine improvements, installation of particulate traps, and the use of ultra-low sulfur diesel fuel. Compared to liquid natural gas vehicles, these improvements to diesel vehicles are expected to result in similar emission levels and lower costs.

In Fiscal Year 2006, the Facilities Division will continue to strive to deliver services in the most efficient and effective manner possible with given resources.

The Publishing Services Division's Citywide Photocopy Program will begin a new convenience copier contract in Fiscal Year 2006. This enhanced program will be fully digital and will enable departments to integrate desktop printing, scanning, and faxing capabilities into their copy machines. This will reduce the need for separate devices, such as fax machines and individual printers, as well as reduce the need for associated supplies and services.

The Street Division is studying the mobile aspect of their work management program. The functional purpose of the mobile application is to allow personnel to create, update, refer, and/or complete service requests while in the field. This will allow supervisors to be available in the field to monitor crew activity, and will allow crew leaders to capture information that can be uploaded into the work management system at the end of the day.

The Parking Management Program is working to implement a pilot program for on-street multi-space parking meters in the downtown area of the City. It is hoped that this program will be customer friendly and will ease fee collections. If the pilot is successful, the program may be expanded Citywide.

## Budget Dollars at Work

- 2,985 Miles of asphalt, concrete, and dirt streets and alleys maintained
- 5,000 Miles of sidewalks maintained
- 70,000 Storm drain structures, pipes, and channels maintained
- 40,759 Street lights maintained
- 1,588 City owned signalized intersections maintained
- 250,000 Traffic signs maintained
- 226,546 Street trees maintained
- 42,085 Phone customers assisted and over 49,238 requests for service processed by the Street Division
- 52,289 Walk-in customers assisted and over 59,236 phone customers assisted by Parking Management Customer Services
- 367,932 Parking citations issued by Parking Enforcement Officers
- 376,451 Parking citations processed, including payments, appeals, and hearings
- 2,608 Pieces of non-public safety fleet motive equipment maintained
- 155 Vehicles purchased
- 1,641 Facilities maintained
- 8,129,339 Square feet of City facilities
- 4,941 Print requisitions completed
- 21,653,364 Copies produced at the City Administration Building and Balboa copy centers
- 30,774,469 Press images produced annually
- 3,570 Graphic requests completed

# General Services

## Budget Dollars at Work

- 34,061,988 Convenience copies made through the Citywide Photocopy Program
- 110,109 Citizen calls received for public works emergencies or outages

General Services				
	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL	FY 2005-2006 CHANGE
Positions	833.63	777.56	<b>752.64</b>	(24.92)
Personnel Expense	\$ 52,429,839	\$ 53,969,827	\$ <b>56,452,216</b>	\$ 2,482,389
Non-Personnel Expense	\$ 66,033,143	\$ 63,552,982	\$ <b>64,013,159</b>	\$ 460,177
<b>TOTAL</b>	<b>\$ 118,462,982</b>	<b>\$ 117,522,809</b>	<b>\$ 120,465,375</b>	<b>\$ 2,942,566</b>

## Department Staffing

	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL
<b>GENERAL FUND</b>			
<b>Administration</b>			
Administration	2.02	2.01	<b>2.01</b>
<b>Total</b>	<b>2.02</b>	<b>2.01</b>	<b>2.01</b>
<b>Transportation Management Division</b>			
Management	1.02	0.00	<b>0.00</b>
<b>Total</b>	<b>1.02</b>	<b>0.00</b>	<b>0.00</b>
<b>Facilities</b>			
ADA	16.00	16.00	<b>15.00</b>
Administration	9.02	10.01	<b>7.01</b>
CAB and DSC Facility Maintenance	13.00	13.00	<b>13.00</b>
Contracts and Repair Support	2.75	2.75	<b>2.75</b>
Enterprise Facilities	25.50	26.50	<b>24.50</b>
Maintenance of Facilities	53.00	53.50	<b>49.50</b>
Preventive Maintenance	8.00	8.00	<b>6.00</b>
Work Control	10.00	0.00	<b>0.00</b>
World Trade Center	2.00	2.00	<b>2.00</b>
<b>Total</b>	<b>139.27</b>	<b>131.76</b>	<b>119.76</b>
<b>Parking Management</b>			
Administration	2.00	1.01	<b>1.01</b>
Customer Service	18.15	18.15	<b>17.15</b>
Enforcement	66.85	65.85	<b>65.85</b>
Parking Meter Operations	8.00	8.00	<b>8.00</b>
<b>Total</b>	<b>95.00</b>	<b>93.01</b>	<b>92.01</b>

# General Services

## Department Staffing

	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL
<b>GENERAL FUND</b>			
<b>Station 38</b>			
Station 38 (Communications Center)	7.75	7.75	7.75
<b>Total</b>	<b>7.75</b>	<b>7.75</b>	<b>7.75</b>
<b>STREET DIVISION OPERATING FUND</b>			
<b>Street Division</b>			
Electrical	49.33	49.33	49.33
Management	23.00	24.00	24.08
Roadways	91.00	72.00	72.00
Storm Drains	99.16	48.16	47.16
Traffic	60.00	56.00	55.00
Urban Forestry	37.00	65.00	59.00
<b>Total</b>	<b>359.49</b>	<b>314.49</b>	<b>306.57</b>
<b>CITY AIRPORT FUND</b>			
<b>Airports</b>			
Airport Management	6.00	5.50	4.50
Brown Field	8.75	8.75	7.00
Montgomery Field	6.75	6.75	6.00
Noise Abatement	1.00	1.00	1.00
<b>Total</b>	<b>22.50</b>	<b>22.00</b>	<b>18.50</b>
<b>PUBLISHING SVCS INTERNAL SERVICE FUND</b>			
<b>Publishing Services</b>			
Citywide Photocopy	5.25	5.25	5.25
Customer and Support Services	1.00	1.00	1.00
Division Management	0.52	0.51	0.01
Printing Services	28.75	28.75	28.75
<b>Total</b>	<b>35.52</b>	<b>35.51</b>	<b>35.01</b>
<b>EQUIPMENT INTERNAL SERVICE FUND</b>			
<b>Equipment - Operations</b>			
Acquisition, Fitting and Disposal	8.95	8.95	8.95
Administration	5.76	6.73	6.73
Repair and Maintenance	149.65	146.35	146.35
Support Services	6.70	9.00	9.00
<b>Total</b>	<b>171.06</b>	<b>171.03</b>	<b>171.03</b>



# General Services

## Department Expenditures

	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL
<b>GENERAL FUND</b>			
<b>Administration</b>			
Administration	\$ 279,352	\$ 276,302	\$ 293,613
<b>Total</b>	<b>\$ 279,352</b>	<b>\$ 276,302</b>	<b>\$ 293,613</b>
<b>Transportation Management Division</b>			
Management	\$ 208,985	\$ -	\$ -
<b>Total</b>	<b>\$ 208,985</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Facilities</b>			
ADA	\$ 1,245,403	\$ 1,334,812	\$ 1,375,665
Administration	\$ 1,807,114	\$ 1,697,991	\$ 1,475,537
CAB and DSC Facility Maintenance	\$ 1,796,255	\$ 1,792,897	\$ 1,641,969
Contracts and Repair Support	\$ 853,669	\$ 1,051,386	\$ 718,422
Crabtree Building	\$ 190,674	\$ 186,674	\$ 198,352
Enterprise Facilities	\$ 1,869,762	\$ 1,950,232	\$ 2,162,668
Maintenance of Facilities	\$ 4,881,894	\$ 5,064,560	\$ 5,147,308
Preventive Maintenance	\$ 522,509	\$ 634,751	\$ 517,693
Work Control	\$ 606,879	\$ -	\$ -
World Trade Center	\$ 716,594	\$ 666,584	\$ 642,121
<b>Total</b>	<b>\$ 14,490,753</b>	<b>\$ 14,379,887</b>	<b>\$ 13,879,735</b>
<b>Parking Management</b>			
Administration	\$ 229,489	\$ 93,515	\$ 101,904
Customer Service	\$ 2,053,096	\$ 2,129,402	\$ 2,160,526
Enforcement	\$ 4,253,293	\$ 4,701,396	\$ 5,030,853
Parking Meter Operations	\$ 588,081	\$ 642,370	\$ 874,319
<b>Total</b>	<b>\$ 7,123,959</b>	<b>\$ 7,566,683</b>	<b>\$ 8,167,602</b>
<b>Station 38</b>			
Station 38 (Communications Center)	\$ 450,753	\$ 481,703	\$ 544,626
<b>Total</b>	<b>\$ 450,753</b>	<b>\$ 481,703</b>	<b>\$ 544,626</b>
<b>STREET DIVISION OPERATING FUND</b>			
<b>Street Division</b>			
Electrical	\$ 9,167,156	\$ 9,471,174	\$ 11,003,431
Management	\$ 2,843,979	\$ 3,075,506	\$ 3,238,311
Roadways	\$ 14,867,264	\$ 9,105,865	\$ 9,569,248
Storm Drains	\$ 11,583,032	\$ 6,899,025	\$ 7,071,798
Traffic	\$ 5,129,964	\$ 9,419,824	\$ 9,719,839
Urban Forestry	\$ 5,595,926	\$ 8,770,720	\$ 8,293,489
<b>Total</b>	<b>\$ 49,187,321</b>	<b>\$ 46,742,114</b>	<b>\$ 48,896,116</b>
<b>CITY AIRPORT FUND</b>			
<b>Airports</b>			
Airport Management	\$ 599,851	\$ 592,927	\$ 579,773
Brown Field	\$ 1,267,061	\$ 1,348,204	\$ 1,290,732

# General Services

## Department Expenditures

	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL
<b>CITY AIRPORT FUND</b>			
<b>Airports</b>			
Montgomery Field	\$ 1,249,731	\$ 1,310,607	\$ 1,159,977
Noise Abatement	\$ 82,981	\$ 89,972	\$ 94,032
<b>Total</b>	<b>\$ 3,199,624</b>	<b>\$ 3,341,710</b>	<b>\$ 3,124,514</b>
<b>PUBLISHING SVCS INTERNAL SERVICE FUND</b>			
<b>Publishing Services</b>			
Citywide Photocopy	\$ 1,473,782	\$ 1,503,161	\$ 1,521,996
Customer and Support Services	\$ 85,020	\$ 72,519	\$ 75,272
Division Management	\$ 111,588	\$ 122,248	\$ 50,147
Printing Services	\$ 2,829,076	\$ 2,998,777	\$ 3,101,883
<b>Total</b>	<b>\$ 4,499,466</b>	<b>\$ 4,696,705</b>	<b>\$ 4,749,298</b>
<b>EQUIPMENT INTERNAL SERVICE FUND</b>			
<b>Equipment - Operations</b>			
Acquisition, Fitting and Disposal	\$ 690,187	\$ 762,428	\$ 791,204
Administration	\$ 1,477,790	\$ 1,424,543	\$ 1,495,179
Repair and Maintenance	\$ 15,352,566	\$ 16,203,878	\$ 16,743,572
Support Services	\$ 5,566,626	\$ 5,914,456	\$ 6,865,650
<b>Total</b>	<b>\$ 23,087,169</b>	<b>\$ 24,305,305</b>	<b>\$ 25,895,605</b>
<b>EQUIPMENT REPLACEMENT FUND</b>			
<b>Equipment - Replacement</b>			
Replacement	\$ 15,935,600	\$ 15,732,400	\$ 14,914,266
<b>Total</b>	<b>\$ 15,935,600</b>	<b>\$ 15,732,400</b>	<b>\$ 14,914,266</b>

## Significant Budget Adjustments

### GENERAL FUND

Administration	Positions	Cost
<b>Salary and Benefit Adjustments</b>	0.00	\$ 12,460
Adjustments to reflect the annualization of the Fiscal Year 2005 negotiated salary compensation schedule, changes to average salaries, retirement contributions, and retiree health contributions. Position adjustments, if applicable, reflect the City Manager's restructuring of Executive Team assignments.		
<b>Support for Information Technology</b>	0.00	\$ 5,052
Funding is allocated according to a zero based annual review of information technology funding requirements and priority analyses.		

## Significant Budget Adjustments

### GENERAL FUND

Administration	Positions	Cost
<b>Non-Discretionary</b>	0.00 \$	(201)

Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.

Facilities	Positions	Cost
<b>Salary and Benefit Adjustments</b>	0.00 \$	902,491

Adjustments to reflect the annualization of the Fiscal Year 2005 negotiated salary compensation schedule, changes to average salaries, retirement contributions, and retiree health contributions. Position adjustments, if applicable, reflect the City Manager's restructuring of Executive Team assignments.

<b>Support for Information Technology</b>	0.00 \$	(55,057)
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Funding is allocated according to a zero based annual review of information technology funding requirements and priority analyses.

<b>Non-Discretionary</b>	0.00 \$	(184,352)
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Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.

<b>Reduction of Onetime Expense for Museum of Art Fire System</b>	0.00 \$	(265,000)
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Removal of Fiscal Year 2005 funding for replacement of the fire suppression system in the historical art storage archive area of the Museum of Art.

<b>Reduction in Facilities Division</b>	(12.00) \$	(898,234)
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Reduction of 2.00 Apprentice-Electricians, 1.00 Carpenter Supervisor, 2.00 Clerical Assistant II positions, 1.00 Construction Estimator, 1.00 Electrical Supervisor, 1.00 Information Systems Analyst II, and 4.00 Painters across multiple programs. Responsibilities will be shifted to remaining staff, increasing the response time for non-emergency and emergency work requests and increasing the deferred maintenance backlog.

Parking Management	Positions	Cost
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<b>Salary and Benefit Adjustments</b>	0.00 \$	536,683
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Adjustments to reflect the annualization of the Fiscal Year 2005 negotiated salary compensation schedule, changes to average salaries, retirement contributions, and retiree health contributions. Position adjustments, if applicable, reflect the City Manager's restructuring of Executive Team assignments.

# General Services

## Significant Budget Adjustments

### GENERAL FUND

<b>Parking Management</b>	<b>Positions</b>	<b>Cost</b>
<b>Support for Parking Meter Operations Program</b>	0.00 \$	140,000
Increase in support to replace obsolete parking meter units and to continue repair and maintenance of broken meters. New meter installations were approved by the community parking districts.		
<b>Support for Information Technology</b>	0.00 \$	14,996
Funding is allocated according to a zero based annual review of information technology funding requirements and priority analyses.		
<b>Non-Discretionary</b>	0.00 \$	(23,625)
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.		
<b>Reduction in Customer Service Program</b>	(1.00) \$	(67,135)
Reduction of 1.00 Senior Customer Services Representative will delay responses to customer service inquiries associated with the administrative processing of parking citation issues.		
<b>Station 38</b>	<b>Positions</b>	<b>Cost</b>
<b>Salary and Benefit Adjustments</b>	0.00 \$	63,481
Adjustments to reflect the annualization of the Fiscal Year 2005 negotiated salary compensation schedule, changes to average salaries, retirement contributions, and retiree health contributions. Position adjustments, if applicable, reflect the City Manager's restructuring of Executive Team assignments.		
<b>Non-Discretionary</b>	0.00 \$	(51)
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.		
<b>Support for Information Technology</b>	0.00 \$	(507)
Funding is allocated according to a zero based annual review of information technology funding requirements and priority analyses.		

## Significant Budget Adjustments

### STREET DIVISION OPERATING FUND

Street Division	Positions	Cost
<b>Salary and Benefit Adjustments</b>	0.08 \$	2,185,669
Adjustments to reflect the annualization of the Fiscal Year 2005 negotiated salary compensation schedule, changes to average salaries, retirement contributions, and retiree health contributions. Position adjustments, if applicable, reflect the City Manager's restructuring of Executive Team assignments.		
<b>Non-Discretionary</b>	0.00 \$	1,006,967
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.		
<b>Support for Information Technology</b>	0.00 \$	75,582
Funding is allocated according to a zero based annual review of information technology funding requirements and priority analyses.		
<b>Staffing for the Public Tree Ordinance</b>	1.00 \$	66,767
Addition of 1.00 Code Compliance Officer to enforce the Tree Protection Council Policy, which includes associated codes and regulations, in order to enhance air quality, increase energy conservation, reduce storm water runoff, and limit erosion.		
<b>Reduction in Traffic Program</b>	(1.00) \$	(76,986)
Reduction of 1.00 Sign Painter and associated support will require that responsibilities be transferred to remaining staff and will increase the response time to complete work assignments.		
<b>Reduction in Storm Drains Program</b>	(1.00) \$	(95,674)
Reduction of 1.00 Assistant Civil Engineer due to the decrease in demand for plan checks on City Capital Improvement Program projects.		
<b>Reduction in Street Sweeping Program</b>	(7.00) \$	(1,008,323)
Reduction of 5.00 Motor Sweeper Operators, 1.00 Heavy Truck Driver I and 1.00 Utility Worker I will reduce the frequency of residential and commercial street sweeping.		

### CITY AIRPORT FUND

Airports	Positions	Cost
<b>Salary and Benefit Adjustments</b>	0.00 \$	81,294
Adjustments to reflect the annualization of the Fiscal Year 2005 negotiated salary compensation schedule, changes to average salaries, retirement contributions, and retiree health contributions. Position adjustments, if applicable, reflect the City Manager's restructuring of Executive Team assignments.		

# General Services

## Significant Budget Adjustments

### CITY AIRPORT FUND

Airports	Positions	Cost
<b>Support for Information Technology</b>	0.00 \$	19,977
Funding is allocated according to a zero based annual review of information technology funding requirements and priority analyses.		
<b>Non-Discretionary</b>	0.00 \$	3,342
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.		
<b>Reduction in City Attorney Support</b>	0.00 \$	(577)
Reduction in annual funding for an ongoing Memorandum of Understanding between the Airports Division and the Office of the City Attorney for legal support provided for Montgomery and Brown Field airports.		
<b>Reduction in Human Resources</b>	(1.00) \$	(57,661)
Reduction of 1.00 Word Processing Operator will impact the Division's ability to provide personnel services to its employees.		
<b>Reduction in Airport Operations Program</b>	(0.50) \$	(63,144)
Reduction of 0.50 Senior Civil Engineer will reduce federal and State grant applications and engineering services to Montgomery and Brown Field airports.		
<b>Reduction in Property Management and Marketing Sections</b>	(2.00) \$	(200,427)
Reduction of 1.00 Supervising Property Agent and 1.00 Associate Property Agent will reduce leasing services to airport lessees and members of the aviation community.		

### PUBLISHING SVCS INTERNAL SERVICE FUND

Publishing Services	Positions	Cost
<b>Salary and Benefit Adjustments</b>	0.00 \$	117,400
Adjustments to reflect the annualization of the Fiscal Year 2005 negotiated salary compensation schedule, changes to average salaries, retirement contributions, and retiree health contributions. Position adjustments, if applicable, reflect the City Manager's restructuring of Executive Team assignments.		
<b>Non-Discretionary</b>	0.00 \$	16,973
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.		

## Significant Budget Adjustments

### PUBLISHING SVCS INTERNAL SERVICE FUND

Publishing Services	Positions	Cost
<b>Support for Information Technology</b>	0.00 \$	(194)
Funding is allocated according to a zero based annual review of information technology funding requirements and priority analyses.		
<b>Citywide Unclassified Personnel Reductions</b>	(0.50) \$	(81,586)
Reduction of 0.50 Deputy Director in Division Management. Managerial responsibilities will be consolidated with existing management staff in the Publishing Services Division.		

### EQUIPMENT INTERNAL SERVICE FUND

Equipment - Operations	Positions	Cost
<b>Salary and Benefit Adjustments</b>	0.00 \$	558,706
Adjustments to reflect the annualization of the Fiscal Year 2005 negotiated salary compensation schedule, changes to average salaries, retirement contributions, and retiree health contributions. Position adjustments, if applicable, reflect the City Manager's restructuring of Executive Team assignments.		
<b>Support for Support Services Program</b>	0.00 \$	925,000
Increase in support for diesel and gasoline fuel for the City's non-public safety fleet, due to rising fuel costs.		
<b>Support for Information Technology</b>	0.00 \$	94,702
Funding is allocated according to a zero based annual review of information technology funding requirements and priority analyses.		
<b>Non-Discretionary</b>	0.00 \$	11,892
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.		

### EQUIPMENT REPLACEMENT FUND

Equipment - Replacement	Positions	Cost
<b>Non-Discretionary</b>	0.00 \$	(818,134)
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.		

# General Services

## Expenditures by Category

	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL
<b>PERSONNEL</b>			
Salaries & Wages	\$ 37,235,446	\$ 36,653,116	\$ <b>36,585,911</b>
Fringe Benefits	\$ 15,194,393	\$ 17,316,711	\$ <b>19,866,305</b>
<b>SUBTOTAL PERSONNEL</b>	\$ 52,429,839	\$ 53,969,827	\$ <b>56,452,216</b>
<b>NON-PERSONNEL</b>			
Supplies & Services	\$ 36,245,369	\$ 34,482,447	\$ <b>33,909,657</b>
Information Technology	\$ 2,228,186	\$ 2,073,745	\$ <b>2,019,327</b>
Energy/Utilities	\$ 9,962,326	\$ 9,739,787	\$ <b>11,696,172</b>
Equipment Outlay	\$ 17,597,262	\$ 17,257,003	\$ <b>16,388,003</b>
<b>SUBTOTAL NON-PERSONNEL</b>	\$ 66,033,143	\$ 63,552,982	\$ <b>64,013,159</b>
<b>TOTAL</b>	\$ 118,462,982	\$ 117,522,809	\$ <b>120,465,375</b>

## Revenues by Category

	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL
<b>GENERAL FUND</b>			
Licenses and Permits	\$ 7,294,315	\$ 6,694,315	\$ <b>6,984,315</b>
Fines, Forfeitures, and Penalties	\$ 17,159,472	\$ 17,171,472	\$ <b>17,171,472</b>
Charges for Current Services	\$ 4,871,861	\$ 5,533,402	\$ <b>4,895,290</b>
<b>TOTAL</b>	\$ 29,325,648	\$ 29,399,189	\$ <b>29,051,077</b>

## Key Performance Measures

	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL
Average operations cost per pool equipment rental per day provided by Equipment - Operations	\$3.86	\$5.96	\$ <b>6.33</b>
Average cost to pump a gallon of fuel provided by Equipment - Operations	\$1.37	\$1.41	\$ <b>1.63</b>
Average cost per unscheduled repair and maintenance work order completed by Equipment - Operations	\$363	\$384	\$ <b>397</b>
Average cost per scheduled repair and maintenance work order completed by Equipment - Operations	\$241	\$232	\$ <b>243</b>
Average operations cost per replacement vehicle purchased by Equipment - Operations	\$612	\$1,008	\$ <b>1,055</b>
Average cost per roofing repair and maintenance service request completed by Facilities	\$1,250	\$1,668	\$ <b>1,652</b>
Average cost per plumbing repair and replacement work request completed by Facilities	\$259	\$281	\$ <b>314</b>



# General Services

## Key Performance Measures

	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 FINAL
Average cost per square foot of the City Administration Building and Development Review Center maintained by Facilities	\$2.89	\$2.77	<b>\$2.34</b>
Average cost per square foot of the World Trade Center maintained by Facilities	\$6.34	\$5.90	<b>\$5.68</b>
Average cost per parking citation issued by Parking Management	\$11.55	\$11.91	<b>\$13.73</b>
Average cost per walk-in customer served by Parking Management	\$15.88	\$20.60	<b>\$17.52</b>
Average cost per dismissal processed by Parking Management	\$8.40	\$5.19	<b>\$6.18</b>
Average cost per parking citation payment processed by Parking Management	\$1.46	\$1.23	<b>\$1.57</b>
Average cost per copy made at a convenience copier administered by Publishing Services	\$0.03	\$0.03	<b>\$0.03</b>
Average cost per document produced by Publishing Services	\$0.02	\$0.02	<b>\$0.03</b>
Average cost per copy made at the City Administration Building and Balboa copy centers administered by Publishing Services	\$0.02	\$0.03	<b>\$0.04</b>
Average cost per digital design request completed by Publishing Services	\$106	\$109	<b>\$153</b>
Average cost per pothole repaired by the Street Division	\$28.85	\$22.84	<b>\$24.49</b>
Average cost per traffic sign installed or repaired by the Street Division	\$83	\$83	<b>\$82</b>
Average cost per electrical maintenance task performed by the Street Division	\$51	\$120	<b>\$106</b>
Average cost per mile of street swept by the Street Division	\$30.00	\$30.75	<b>\$24.47</b>
Average cost per tree planted, trimmed, and/or removed by the Street Division	\$68	\$69	<b>\$74</b>

## Salary Schedule

### GENERAL FUND

#### Station 38

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>	<i>Salary</i>	<i>Total</i>
1766	Public Works Dispatcher	6.75	<b>6.75</b>	\$ 41,290	\$ 278,710
1767	Public Works Dispatch Supv	1.00	<b>1.00</b>	\$ 47,442	\$ 47,442
	Overtime Budgeted	0.00	<b>0.00</b>	\$ -	\$ 19,632
	<b>Total</b>	<b>7.75</b>	<b>7.75</b>	<b>\$</b>	<b>345,784</b>

#### Parking Management

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>	<i>Salary</i>	<i>Total</i>
1106	Sr Management Analyst	1.00	<b>1.00</b>	\$ 68,678	\$ 68,678
1218	Assoc Management Analyst	1.00	<b>1.00</b>	\$ 61,400	\$ 61,400

# General Services

## Salary Schedule

### GENERAL FUND

#### Parking Management

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>		<i>Salary</i>	<i>Total</i>
1401	Info Systems Technician	1.00	<b>1.00</b>	\$	49,116	\$ 49,116
1411	Dispatcher II	1.00	<b>1.00</b>	\$	42,712	\$ 42,712
1535	Clerical Assistant II	11.00	<b>11.00</b>	\$	33,827	\$ 372,098
1630	Parking Enforcement Officer II	18.00	<b>18.00</b>	\$	45,229	\$ 814,123
1639	Parking Enforcement Supv	7.00	<b>7.00</b>	\$	49,549	\$ 346,844
1640	Parking Enforcement Officer I	37.50	<b>37.50</b>	\$	41,029	\$ 1,538,569
1641	Parking Meter Technician	6.00	<b>6.00</b>	\$	46,367	\$ 278,201
1646	Parking Meter Supv	1.00	<b>1.00</b>	\$	54,192	\$ 54,192
1648	Payroll Specialist II	0.50	<b>0.50</b>	\$	39,928	\$ 19,964
1776	Public Information Clerk	3.00	<b>3.00</b>	\$	36,160	\$ 108,480
1803	Sr Parking Meter Technician	1.00	<b>1.00</b>	\$	48,636	\$ 48,636
1844	Sr Account Clerk	1.00	<b>1.00</b>	\$	41,348	\$ 41,348
1860	Sr Customer Services Rep	1.00	<b>0.00</b>	\$	-	\$ -
1879	Sr Clerk/Typist	1.00	<b>1.00</b>	\$	41,523	\$ 41,523
2153	Deputy City Manager	0.01	<b>0.01</b>	\$	178,500	\$ 1,785
2270	Program Manager	1.00	<b>1.00</b>	\$	99,398	\$ 99,398
	3-Wheel Motorcycle (Mea)	0.00	<b>0.00</b>	\$	-	\$ 74,623
	Bilingual - Regular	0.00	<b>0.00</b>	\$	-	\$ 14,413
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 2,330
	Temporary Help	0.00	<b>0.00</b>	\$	-	\$ 23,633
	<b>Total</b>	<b>93.01</b>	<b>92.01</b>			<b>\$ 4,102,066</b>

#### Facilities

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>		<i>Salary</i>	<i>Total</i>
1104	Account Clerk	1.00	<b>1.00</b>	\$	36,329	\$ 36,329
1105	Administrative Aide I	1.00	<b>1.00</b>	\$	42,443	\$ 42,443
1106	Sr Management Analyst	0.00	<b>1.00</b>	\$	68,677	\$ 68,677
1153	Asst Engineer-Civil	1.00	<b>1.00</b>	\$	66,046	\$ 66,046
1225	Assoc Engineer-Mechanical	1.00	<b>1.00</b>	\$	76,680	\$ 76,680
1273	Building Maintenance Supv	4.00	<b>4.00</b>	\$	71,823	\$ 287,292
1274	Building Supv	1.00	<b>1.00</b>	\$	45,854	\$ 45,854
1275	Building Services Supv	1.00	<b>1.00</b>	\$	52,967	\$ 52,967
1280	Building Service Technician	18.00	<b>18.00</b>	\$	37,532	\$ 675,581
1288	Carpenter	17.00	<b>17.00</b>	\$	48,987	\$ 832,781
1290	Carpenter Supv	1.00	<b>0.00</b>	\$	-	\$ -
1328	Apprentice - Electrician	2.00	<b>0.00</b>	\$	-	\$ -
1348	Info Systems Analyst II	1.00	<b>0.00</b>	\$	-	\$ -
1389	Custodian II	10.00	<b>10.00</b>	\$	29,006	\$ 290,059
1401	Info Systems Technician	1.00	<b>1.00</b>	\$	49,116	\$ 49,116

# General Services

## Salary Schedule

### GENERAL FUND

#### Facilities

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>	<i>Salary</i>	<i>Total</i>
1423	Sr Drafting Aide	1.00	<b>0.00</b>	\$ -	\$ -
1428	Electrician	14.00	<b>14.00</b>	\$ 53,178	\$ 744,487
1431	Electrician Supv	2.00	<b>1.00</b>	\$ 61,918	\$ 61,918
1510	Heating Technician	6.50	<b>4.50</b>	\$ 51,583	\$ 232,123
1511	Heat, Vent & A/C Supv	1.00	<b>1.00</b>	\$ 63,948	\$ 63,948
1535	Clerical Assistant II	2.00	<b>0.00</b>	\$ -	\$ -
1597	Locksmith	0.50	<b>0.50</b>	\$ 49,790	\$ 24,895
1601	Construction Estimator	2.75	<b>1.75</b>	\$ 60,695	\$ 106,216
1635	Painter	13.50	<b>9.50</b>	\$ 47,077	\$ 447,232
1637	Painter Supv	1.00	<b>1.00</b>	\$ 54,818	\$ 54,818
1648	Payroll Specialist II	1.00	<b>1.00</b>	\$ 39,930	\$ 39,930
1672	Plasterer	1.00	<b>1.00</b>	\$ 50,845	\$ 50,845
1675	Plumber	9.00	<b>9.00</b>	\$ 52,652	\$ 473,869
1677	Plumber Supv	1.00	<b>1.00</b>	\$ 62,193	\$ 62,193
1727	Principal Engineering Aide	0.00	<b>1.00</b>	\$ 57,540	\$ 57,540
1746	Word Processing Operator	1.00	<b>1.00</b>	\$ 36,284	\$ 36,284
1802	Sr Locksmith	1.00	<b>1.00</b>	\$ 52,184	\$ 52,184
1810	Refrigeration Mechanic	5.50	<b>7.50</b>	\$ 52,184	\$ 391,379
1819	Roofer	3.00	<b>3.00</b>	\$ 44,613	\$ 133,840
1913	Sr Refrigeration Mechanic	3.00	<b>3.00</b>	\$ 55,920	\$ 167,760
1917	Supv Management Analyst	1.00	<b>0.00</b>	\$ -	\$ -
2153	Deputy City Manager	0.01	<b>0.01</b>	\$ 178,500	\$ 1,785
2214	Deputy Director	1.00	<b>1.00</b>	\$ 120,169	\$ 120,169
	Asbestos Containment Team	0.00	<b>0.00</b>	\$ -	\$ 88
	Bilingual - Regular	0.00	<b>0.00</b>	\$ -	\$ 1,565
	Field Training Pay	0.00	<b>0.00</b>	\$ -	\$ 82,120
	Overtime Budgeted	0.00	<b>0.00</b>	\$ -	\$ 83,103
	Pesticide App Lic	0.00	<b>0.00</b>	\$ -	\$ 4,326
	Standby Pay	0.00	<b>0.00</b>	\$ -	\$ 10,505
	<b>Total</b>	<b>131.76</b>	<b>119.76</b>	<b>\$</b>	<b>6,028,947</b>

#### Administration

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>	<i>Salary</i>	<i>Total</i>
1876	Executive Secretary	1.00	<b>1.00</b>	\$ 50,406	\$ 50,406
2132	Department Director	1.00	<b>1.00</b>	\$ 136,008	\$ 136,008
2153	Deputy City Manager	0.01	<b>0.01</b>	\$ 178,500	\$ 1,785
	<b>Total</b>	<b>2.01</b>	<b>2.01</b>	<b>\$</b>	<b>188,199</b>
<b>General Fund Total</b>		<b>234.53</b>	<b>221.53</b>	<b>\$</b>	<b>10,664,996</b>

# General Services

## Salary Schedule

### STREET DIVISION OPERATING FUND

#### Street Division

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>		<i>Salary</i>	<i>Total</i>
1104	Account Clerk	1.00	<b>1.00</b>	\$	36,329	\$ 36,329
1107	Administrative Aide II	1.00	<b>1.00</b>	\$	48,630	\$ 48,630
1153	Asst Engineer-Civil	4.00	<b>4.00</b>	\$	66,046	\$ 264,182
1157	Asst Engineer-Electrical	1.00	<b>1.00</b>	\$	65,715	\$ 65,715
1218	Assoc Management Analyst	1.00	<b>1.00</b>	\$	61,400	\$ 61,400
1221	Assoc Engineer-Civil	2.00	<b>2.00</b>	\$	77,068	\$ 154,136
1227	Assoc Planner	1.00	<b>1.00</b>	\$	65,180	\$ 65,180
1233	Assoc Engineer-Traffic	1.00	<b>1.00</b>	\$	77,089	\$ 77,089
1288	Carpenter	1.00	<b>1.00</b>	\$	48,987	\$ 48,987
1293	Cement Finisher	12.00	<b>12.00</b>	\$	48,934	\$ 587,209
1348	Info Systems Analyst II	2.00	<b>2.00</b>	\$	62,220	\$ 124,439
1356	Code Compliance Officer	2.00	<b>3.00</b>	\$	42,974	\$ 128,922
1423	Sr Drafting Aide	1.00	<b>1.00</b>	\$	51,328	\$ 51,328
1428	Electrician	14.33	<b>14.33</b>	\$	53,177	\$ 762,033
1431	Electrician Supv	3.00	<b>3.00</b>	\$	61,918	\$ 185,755
1436	Equipment Technician I	2.00	<b>2.00</b>	\$	40,102	\$ 80,203
1438	Equipment Technician II	2.00	<b>2.00</b>	\$	44,070	\$ 88,140
1439	Equipment Operator I	12.00	<b>12.00</b>	\$	42,224	\$ 506,691
1440	Equipment Operator II	16.00	<b>16.00</b>	\$	46,457	\$ 743,317
1443	Electronics Technician	1.00	<b>1.00</b>	\$	51,465	\$ 51,465
1445	Equipment Operator III	2.00	<b>2.00</b>	\$	48,496	\$ 96,992
1465	Field Representative	1.00	<b>1.00</b>	\$	37,377	\$ 37,377
1498	Cement Gun Operator	1.00	<b>1.00</b>	\$	53,401	\$ 53,401
1512	Heavy Truck Driver II	21.00	<b>20.00</b>	\$	42,466	\$ 849,311
1513	Heavy Truck Driver I	13.00	<b>13.00</b>	\$	40,321	\$ 524,177
1514	Horticulturist	1.00	<b>1.00</b>	\$	58,362	\$ 58,362
1535	Clerical Assistant II	2.00	<b>2.00</b>	\$	33,827	\$ 67,654
1580	Laboratory Technician	1.66	<b>1.66</b>	\$	46,448	\$ 77,103
1622	Biologist III	0.50	<b>0.50</b>	\$	71,600	\$ 35,800
1625	Motor Sweeper Operator	21.00	<b>16.00</b>	\$	45,404	\$ 726,457
1630	Parking Enforcement Officer II	1.00	<b>1.00</b>	\$	45,229	\$ 45,229
1640	Parking Enforcement Officer I	4.00	<b>4.00</b>	\$	41,029	\$ 164,114
1648	Payroll Specialist II	2.00	<b>2.00</b>	\$	39,930	\$ 79,860
1666	Plant Process Control Electrician	1.00	<b>1.00</b>	\$	58,645	\$ 58,645
1727	Principal Engineering Aide	3.00	<b>2.00</b>	\$	57,541	\$ 115,081
1751	Project Officer I	1.00	<b>1.00</b>	\$	76,277	\$ 76,277
1766	Public Works Dispatcher	2.00	<b>2.00</b>	\$	41,291	\$ 82,581
1776	Public Information Clerk	3.00	<b>3.00</b>	\$	36,160	\$ 108,480
1861	Sr Engineering Aide	2.00	<b>2.00</b>	\$	49,874	\$ 99,748

# General Services

## Salary Schedule

### STREET DIVISION OPERATING FUND

#### Street Division

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>		<i>Salary</i>	<i>Total</i>
1871	Sr Public Information Officer	1.00	<b>1.00</b>	\$	62,584	\$ 62,584
1872	Sr Planner	1.00	<b>1.00</b>	\$	75,218	\$ 75,218
1876	Executive Secretary	0.00	<b>0.04</b>	\$	50,400	\$ 2,016
1879	Sr Clerk/Typist	1.00	<b>1.00</b>	\$	41,523	\$ 41,523
1891	Sign Painter	3.00	<b>2.00</b>	\$	47,687	\$ 95,373
1895	Sign Shop Supv	1.00	<b>1.00</b>	\$	56,270	\$ 56,270
1917	Supv Management Analyst	1.00	<b>1.00</b>	\$	77,660	\$ 77,660
1926	Info Systems Analyst IV	1.00	<b>1.00</b>	\$	77,494	\$ 77,494
1955	Traffic Signal Supv	2.00	<b>2.00</b>	\$	68,202	\$ 136,403
1957	Traffic Signal Technician II	16.00	<b>16.00</b>	\$	61,266	\$ 980,250
1961	Public Works Supv	19.00	<b>19.00</b>	\$	57,043	\$ 1,083,824
1968	Tree Maintenance Crewleader	2.00	<b>2.00</b>	\$	41,086	\$ 82,172
1969	Tree Trimmer	3.00	<b>3.00</b>	\$	39,153	\$ 117,458
1977	Public Works Superintendent	5.00	<b>5.00</b>	\$	80,279	\$ 401,394
1978	Utility Worker I	54.00	<b>53.00</b>	\$	33,894	\$ 1,796,386
1979	Utility Worker II	39.00	<b>39.00</b>	\$	37,344	\$ 1,456,402
1985	Welder	1.00	<b>1.00</b>	\$	50,012	\$ 50,012
2153	Deputy City Manager	0.00	<b>0.04</b>	\$	178,525	\$ 7,141
2214	Deputy Director	1.00	<b>1.00</b>	\$	120,169	\$ 120,169
	Class B	0.00	<b>0.00</b>	\$	-	\$ 22,000
	Confined Space Pay	0.00	<b>0.00</b>	\$	-	\$ 88,868
	Ex Perf Pay-Unclassified	0.00	<b>0.00</b>	\$	-	\$ 1,596
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 486,579
	<b>Total</b>	314.49	<b>306.57</b>			<b>\$ 14,806,591</b>

### CITY AIRPORT FUND

#### Airports

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>		<i>Salary</i>	<i>Total</i>
1105	Administrative Aide I	1.00	<b>1.00</b>	\$	42,443	\$ 42,443
1116	Noise Abatement Officer	1.00	<b>1.00</b>	\$	62,732	\$ 62,732
1117	Airport Operations Assistant	4.00	<b>4.00</b>	\$	38,011	\$ 152,044
1118	Airport Manager	2.00	<b>2.00</b>	\$	59,175	\$ 118,350
1218	Assoc Management Analyst	1.00	<b>1.00</b>	\$	61,400	\$ 61,400
1228	Assoc Property Agent	1.00	<b>0.00</b>	\$	-	\$ -
1348	Info Systems Analyst II	0.50	<b>0.50</b>	\$	62,220	\$ 31,110
1535	Clerical Assistant II	1.00	<b>1.00</b>	\$	33,827	\$ 33,827
1746	Word Processing Operator	1.00	<b>0.00</b>	\$	-	\$ -
1756	Property Agent	2.00	<b>2.00</b>	\$	68,706	\$ 137,412

# General Services

## Salary Schedule

### CITY AIRPORT FUND

#### Airports

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>	<i>Salary</i>		<i>Total</i>
1808	Sr Airport Operations Asst	2.00	<b>2.00</b>	\$	43,020	\$ 86,040
1855	Sr Civil Engineer	0.50	<b>0.00</b>	\$	-	\$ -
1879	Sr Clerk/Typist	1.00	<b>1.00</b>	\$	41,523	\$ 41,523
1929	Supv Property Agent	1.00	<b>0.00</b>	\$	-	\$ -
1979	Utility Worker II	2.00	<b>2.00</b>	\$	37,344	\$ 74,688
2214	Deputy Director	1.00	<b>1.00</b>	\$	120,169	\$ 120,169
	Ex Perf Pay-Classified	0.00	<b>0.00</b>	\$	-	\$ 2,714
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 26,380
	<b>Total</b>	<b>22.00</b>	<b>18.50</b>			<b>\$ 990,832</b>

### PUBLISHING SVCS INTERNAL SERVICE FUND

#### Publishing Services

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>	<i>Salary</i>		<i>Total</i>
1104	Account Clerk	2.00	<b>2.00</b>	\$	36,329	\$ 72,658
1107	Administrative Aide II	1.00	<b>1.00</b>	\$	48,630	\$ 48,630
1235	Multimedia Production Coordinator	1.00	<b>1.00</b>	\$	56,533	\$ 56,533
1261	Bindery Worker II	9.00	<b>9.00</b>	\$	32,150	\$ 289,347
1262	Bindery Worker III	2.00	<b>2.00</b>	\$	35,435	\$ 70,870
1401	Info Systems Technician	1.00	<b>1.00</b>	\$	49,116	\$ 49,116
1489	Graphic Design Supv	1.00	<b>1.00</b>	\$	56,846	\$ 56,846
1490	Graphic Designer	4.00	<b>4.00</b>	\$	49,923	\$ 199,690
1535	Clerical Assistant II	1.00	<b>1.00</b>	\$	33,827	\$ 33,827
1583	Electronic Publishing Specialist	2.00	<b>2.00</b>	\$	47,813	\$ 95,625
1595	Lithographic Technician	2.00	<b>2.00</b>	\$	44,781	\$ 89,562
1632	Offset Press Operator	1.00	<b>1.00</b>	\$	37,442	\$ 37,442
1736	Print Shop Supv	1.00	<b>1.00</b>	\$	65,212	\$ 65,212
1765	Offset Press Supv	1.00	<b>1.00</b>	\$	52,452	\$ 52,452
1868	Sr Offset Press Operator	5.00	<b>5.00</b>	\$	42,574	\$ 212,872
1902	Storekeeper I	1.00	<b>1.00</b>	\$	39,614	\$ 39,614
2153	Deputy City Manager	0.01	<b>0.01</b>	\$	178,500	\$ 1,785
2214	Deputy Director	0.50	<b>0.00</b>	\$	-	\$ -
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 18,200
	<b>Total</b>	<b>35.51</b>	<b>35.01</b>			<b>\$ 1,490,281</b>

# General Services

## Salary Schedule

### EQUIPMENT INTERNAL SERVICE FUND

#### Equipment - Operations

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>		<i>Salary</i>	<i>Total</i>
1104	Account Clerk	2.00	<b>2.00</b>	\$	36,330	\$ 72,659
1106	Sr Management Analyst	1.00	<b>1.00</b>	\$	68,677	\$ 68,677
1146	Fleet Maintenance Supv	1.00	<b>1.00</b>	\$	72,193	\$ 72,193
1225	Assoc Engineer-Mechanical	1.00	<b>1.00</b>	\$	76,680	\$ 76,680
1250	Fleet Parts Buyer	4.00	<b>4.00</b>	\$	47,963	\$ 191,850
1264	Body And Fender Mechanic	2.00	<b>2.00</b>	\$	50,121	\$ 100,241
1282	Procurement Specialist	1.00	<b>1.00</b>	\$	54,597	\$ 54,597
1348	Info Systems Analyst II	1.00	<b>1.00</b>	\$	62,220	\$ 62,220
1389	Custodian II	1.00	<b>1.00</b>	\$	29,006	\$ 29,006
1401	Info Systems Technician	2.00	<b>2.00</b>	\$	49,116	\$ 98,231
1435	Equipment Repair Supv	9.00	<b>9.00</b>	\$	62,016	\$ 558,140
1437	Equipment Mechanic	78.00	<b>78.00</b>	\$	49,681	\$ 3,875,103
1442	Equipment Trainer	1.00	<b>1.00</b>	\$	54,056	\$ 54,056
1445	Equipment Operator III	1.00	<b>1.00</b>	\$	48,496	\$ 48,496
1446	Equipment Painter	1.00	<b>1.00</b>	\$	49,977	\$ 49,977
1447	Equipment Service Writer	2.00	<b>2.00</b>	\$	53,007	\$ 106,014
1450	Sr Motive Service Technician	14.00	<b>13.00</b>	\$	41,048	\$ 533,628
1452	Motive Service Technician	11.00	<b>11.00</b>	\$	37,796	\$ 415,761
1512	Heavy Truck Driver II	1.00	<b>2.00</b>	\$	42,466	\$ 84,932
1602	Machinist	2.00	<b>2.00</b>	\$	50,235	\$ 100,470
1616	Metal Fabrication Supv	1.00	<b>1.00</b>	\$	63,072	\$ 63,072
1648	Payroll Specialist II	1.00	<b>1.00</b>	\$	39,930	\$ 39,930
1746	Word Processing Operator	1.00	<b>1.00</b>	\$	36,284	\$ 36,284
1762	Fleet Manager	1.00	<b>1.00</b>	\$	89,326	\$ 89,326
1823	Safety Officer	1.00	<b>1.00</b>	\$	67,016	\$ 67,016
1899	Stock Clerk	8.00	<b>8.00</b>	\$	34,212	\$ 273,699
1978	Utility Worker I	3.00	<b>3.00</b>	\$	33,894	\$ 101,682
1982	Vehicle And Fuel Clerk	4.00	<b>4.00</b>	\$	36,181	\$ 144,723
1985	Welder	14.00	<b>14.00</b>	\$	50,012	\$ 700,162
2153	Deputy City Manager	0.03	<b>0.03</b>	\$	178,533	\$ 5,356
2214	Deputy Director	1.00	<b>1.00</b>	\$	113,687	\$ 113,687
	ASE Cert	0.00	<b>0.00</b>	\$	-	\$ 90,586
	Class B	0.00	<b>0.00</b>	\$	-	\$ 50,464
	Ex Perf Pay-Classified	0.00	<b>0.00</b>	\$	-	\$ 17,950
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 136,606

# General Services

## Salary Schedule

### EQUIPMENT INTERNAL SERVICE FUND

#### Equipment - Operations

<i>Class</i>	<i>Position Title</i>	<i>FY 2005 Positions</i>	<i>FY 2006 Positions</i>	<i>Salary</i>	<i>Total</i>
	Tech Cert Pay	0.00	<b>0.00</b>	\$ -	\$ 49,736
	<b>Total</b>	171.03	<b>171.03</b>	\$	<b>8,633,210</b>

**GENERAL SERVICES TOTAL** 777.56 **752.64** \$ **36,585,910**

## Non-General Fund Five-Year Expenditure Forecast

	<b>FY 2006 FINAL</b>	<b>FY 2007 FORECAST</b>	<b>FY 2008 FORECAST</b>	<b>FY 2009 FORECAST</b>	<b>FY 2010 FORECAST</b>	<b>FY 2011 FORECAST</b>
Positions	<b>531.11</b>	535.61	535.61	535.61	535.61	535.61
Personnel Expense	<b>\$ 39,899,417</b>	\$ 41,533,112	\$ 42,779,105	\$ 44,062,478	\$ 45,384,352	\$ 46,745,883
Non-Personnel Expense	<b>\$ 57,680,382</b>	\$ 61,060,793	\$ 62,892,617	\$ 64,779,396	\$ 66,722,778	\$ 68,724,461
<b>TOTAL EXPENDITURES</b>	<b>\$ 97,579,799</b>	\$ 102,593,905	\$ 105,671,722	\$ 108,841,874	\$ 112,107,130	\$ 115,470,344

General Fund Five-Year information is located in the Multi-Year Financial Forecast located in Volume I of this Document.

	<b>General Services</b>
<b>Fiscal Year 2007</b>	<p>EQUIPMENT INTERNAL SERVICE FUND Equipment - Operations Addition of \$750,000 for auto repair parts.</p> <p>Addition of \$600,000 for diesel fuel and \$300,000 for gasoline due to rising fuel prices.</p> <p>Addition of \$125,000 for night shift work.</p> <p>Addition of 0.50 Payroll Specialist I for payroll needs.</p> <p>Addition of 1.00 Equipment Repair Supervisor, 1.00 Equipment Service Writer, 1.00 Stock Clerk, and 1.00 Custodian II to staff new Miramar Place packer repair facility for the Environmental Services Department.</p>
<b>Fiscal Years 2008-2011</b>	No major projected requirements.



# General Services

## Revenue and Expense Statement

### CITY AIRPORT FUND 41100

	FY 2004* BUDGET	FY 2005* BUDGET	FY 2006* FINAL
<b>BEGINNING BALANCE AND RESERVE</b>			
Balance from Prior Year	\$ 6,621,503	\$ 7,133,756	\$ 6,431,788
Prior Year Reserves	\$ 711,656	\$ 686,000	\$ -
<b>TOTAL BALANCE</b>	<b>\$ 7,333,159</b>	<b>\$ 7,819,756</b>	<b>\$ 6,431,788</b>
<b>REVENUE</b>			
Airport Fees	\$ 396,482	\$ 469,262	\$ 483,741
CIP Grants	\$ 400,000	\$ -	\$ 400,000
Fund Interest	\$ 200,000	\$ 300,000	\$ 300,000
Leases - Aviation/Non-Aviation	\$ 2,641,588	\$ 2,975,845	\$ 3,050,249
Leases to Other City Departments	\$ 265,923	\$ 295,169	\$ 310,968
Miscellaneous Revenue	\$ 272,228	\$ 20,000	\$ 19,900
<b>TOTAL REVENUE</b>	<b>\$ 4,176,221</b>	<b>\$ 4,060,276</b>	<b>\$ 4,564,858</b>
<b>TOTAL BALANCE AND REVENUE</b>	<b>\$ 11,509,380</b>	<b>\$ 11,880,032</b>	<b>\$ 10,996,646</b>
<b>CAPITAL IMPROVEMENTS PROGRAM (CIP)</b>			
Capital Improvements Program	\$ 490,000	\$ 490,000	\$ 400,000
<b>TOTAL CIP EXPENSE</b>	<b>\$ 490,000</b>	<b>\$ 490,000</b>	<b>\$ 400,000</b>
<b>OPERATING EXPENSE</b>			
Non-Personnel Expense	\$ 1,092,887	\$ 1,128,830	\$ 1,241,572
Personnel Expense	\$ 1,616,737	\$ 1,722,880	\$ 1,482,942
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 2,709,624</b>	<b>\$ 2,851,710</b>	<b>\$ 2,724,514</b>
<b>TOTAL EXPENSE</b>	<b>\$ 3,199,624</b>	<b>\$ 3,341,710</b>	<b>\$ 3,124,514</b>
<b>RESERVE</b>			
Continuing Appropriation Encumbered	\$ -	\$ -	\$ 1,100,000
Reserve for Continuing Appropriations - CIP	\$ 550,000	\$ -	\$ 1,541,859
Reserve for Encumbrances	\$ 136,000	\$ -	\$ 100,000
Reserve for FAA	\$ -	\$ -	\$ 850,000
<b>TOTAL RESERVE</b>	<b>\$ 686,000</b>	<b>\$ -</b>	<b>\$ 3,591,859</b>
<b>TOTAL RESERVE</b>	<b>\$ 686,000</b>	<b>\$ -</b>	<b>\$ 3,591,859</b>
<b>BALANCE</b>	<b>\$ 7,623,756</b>	<b>\$ 8,538,322</b>	<b>\$ 4,280,273</b>
<b>TOTAL EXPENSE, RESERVE AND BALANCE</b>	<b>\$ 11,509,380</b>	<b>\$ 11,880,032</b>	<b>\$ 10,996,646</b>

\* At the time of publication audited financial statements for Fiscal Year 2004 were not available. Therefore, the Fiscal Years 2004 and 2005 columns reflect final budget amounts from the Fiscal Year 2004 and 2005 Annual Budgets. As such, balances and reserves do not reflect carryover from the previous fiscal year.

# General Services

## Revenue and Expense Statement

### PUBLISHING SERVICES INTERNAL SERVICE FUND 50020

	FY 2004* BUDGET	FY 2005* BUDGET	FY 2006* FINAL
<b>BEGINNING BALANCE AND RESERVE</b>			
Balance from Prior Year	\$ 546,718	\$ 294,488	\$ 317,833
<b>TOTAL BALANCE</b>	\$ 546,718	\$ 294,488	\$ 317,833
<b>REVENUE</b>			
Balboa Copy Center	\$ 574,549	\$ 674,549	\$ 742,323
Bindery Operations	\$ 437,784	\$ 437,784	\$ 477,842
Blueprinting Operations	\$ 84,431	\$ 84,431	\$ 65,000
City Administration Building Quick Print	\$ 274,644	\$ 402,741	\$ 454,335
Citywide Photocopy Program	\$ 1,271,895	\$ 1,304,395	\$ 1,367,290
Electronic Publishing	\$ 101,000	\$ 101,000	\$ 103,195
Graphics and Photography	\$ 325,000	\$ 393,096	\$ 408,251
Lithography Operations	\$ 164,489	\$ 164,489	\$ 110,489
Miscellaneous Revenue	\$ 25,000	\$ 25,000	\$ 6,500
Printing Operations	\$ 1,032,565	\$ 1,132,565	\$ 1,014,073
<b>TOTAL REVENUE</b>	\$ 4,291,357	\$ 4,720,050	\$ 4,749,298
<b>TOTAL BALANCE AND REVENUE</b>	\$ 4,838,075	\$ 5,014,538	\$ 5,067,131
<b>OPERATING EXPENSE</b>			
Non-Personnel Expense	\$ 2,441,419	\$ 2,449,119	\$ 2,465,898
Personnel Expense	\$ 2,058,047	\$ 2,247,586	\$ 2,283,400
<b>TOTAL OPERATING EXPENSE</b>	\$ 4,499,466	\$ 4,696,705	\$ 4,749,298
<b>TOTAL EXPENSE</b>	\$ 4,499,466	\$ 4,696,705	\$ 4,749,298
<b>BALANCE</b>	\$ 338,609	\$ 317,833	\$ 317,833
<b>TOTAL EXPENSE, RESERVE AND BALANCE</b>	\$ 4,838,075	\$ 5,014,538	\$ 5,067,131

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# General Services

## Revenue and Expense Statement

### STREET DIVISION OPERATING FUND 10440

	FY 2004* BUDGET	FY 2005* BUDGET	FY 2006* FINAL
<b>REVENUE</b>			
Other Street Division Revenue	\$ 918,873	\$ 918,873	\$ 935,000
Transfer from AB2928	\$ 3,700,000	\$ -	\$ -
Transfer from Gas Tax Fund	\$ 19,548,124	\$ 18,994,953	\$ 18,338,562
Transfer from Sales Tax	\$ 13,688,665	\$ 13,777,254	\$ 17,020,144
Transfer from TransNet Fund	\$ 9,031,659	\$ 10,751,034	\$ 10,751,034
Transfer from TransNet Fund - sidewalks	\$ -	\$ -	\$ 1,851,376
Transfer from Water and Sewer Right-of-Way Fees	\$ 2,300,000	\$ 2,300,000	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 49,187,321</b>	<b>\$ 46,742,114</b>	<b>\$ 48,896,116</b>
<b>TOTAL BALANCE AND REVENUE</b>	<b>\$ 49,187,321</b>	<b>\$ 46,742,114</b>	<b>\$ 48,896,116</b>
<b>OPERATING EXPENSE</b>			
Electrical	\$ 9,167,156	\$ 9,471,174	\$ 11,003,431
Management and Administrative Support	\$ 2,843,979	\$ 3,075,506	\$ 3,238,311
Roadways	\$ 14,867,264	\$ 9,105,865	\$ 9,569,248
Storm Drains	\$ 11,583,032	\$ 6,899,025	\$ 7,071,798
Traffic	\$ 5,129,964	\$ 9,419,824	\$ 9,719,839
Urban Forestry	\$ 5,595,926	\$ 8,770,720	\$ 8,293,489
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 49,187,321</b>	<b>\$ 46,742,114</b>	<b>\$ 48,896,116</b>
<b>TOTAL EXPENSE</b>	<b>\$ 49,187,321</b>	<b>\$ 46,742,114</b>	<b>\$ 48,896,116</b>
<b>BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENSE, RESERVE AND BALANCE</b>	<b>\$ 49,187,321</b>	<b>\$ 46,742,114</b>	<b>\$ 48,896,116</b>

\* At the time of publication audited financial statements for Fiscal Year 2004 were not available. Therefore, the Fiscal Years 2004 and 2005 columns reflect final budget amounts from the Fiscal Year 2004 and 2005 Annual Budgets. As such, balances and reserves do not reflect carryover from the previous fiscal year.